

**YSLETA INDEPENDENT SCHOOL DISTRICT**  
**Long-Range Technology Plan**  
**STRATEGIC THINKING WORKSHOP**

- 10% annual increase in the number of district employees that can serve as technology integration trainers 1998-1999
- technology contacts are identified with at least one trained one person per campus in 1998-1999
- NLT one training facility established per attendance area by 1998-1999
- 100% educators have laptops and have been trained at end of 2000-2001

**GOAL VI-D:** To ensure effective use of all resources by PRIORITIZATION OF TECHNOLOGY IMPLEMENTATION.

Measured by:

- 100% of campuses have a technology plan (predicated on the district plan) and the technology committee in place by 1998-1999
- by August '98 minimal procurement standards are provided to campuses by division of technology

**GOALS VI-E:** To accommodate the needs of YISD's evolving technology plan by developing a flexible CONSTRUCTION PLAN for new facilities and refitting existing buildings.

Measured by:

- development of standards for all new/ remodeled buildings as it relates to technology infrastructure and all stake holders needs by August 1998
- 75% level of satisfaction of occupants of new and remodeled facilities after one year

## **VII. ORGANIZATION/MANAGEMENT**

**GOAL VII-A:** To have all educators attain a new/ higher level of technological expertise by providing "INCENTIVES"/ OPPORTUNITIES for learning and use of models, tools, and resources providing positives for the exploration and productive use of new strategies.

Measured by:

- providing INTERNET access for all employers (September 1999)
- provide time to acquire the necessary skills (September 1998)
- designate two in-service days for technology training for all YISD educators starting in the 1999 school year
- require and document a minimum of eight additional hours of technological professional development per school year to meet proficiency requirements of PDAS by September 1998

**GOAL VII-B:** To promote technology as a basic skill and make available timely expertise in every level/ area needed by developing a critical mass of TECHNOLOGY SUBJECT MATTER EXPERTS.

Measured by:

- a list of personnel, print, and electronic resources by July 1998
- providing models of flexible staff development ideas (i.e. after school professional development tutoring, etc.) starting July '98
- a list of campus technology experts (July 1998)
- a list of district technology trainers (July 1998)

**YSLETA INDEPENDENT SCHOOL DISTRICT**  
**Long-Range Technology Plan**  
**STRATEGIC THINKING WORKSHOP**

**GOAL VII-C:** To ensure YISD students compete in the global community we must maintain, align, and have congruence with all stakeholders effectively implementing the district's technology through a new ORGANIZATIONAL STRUCTURE.

Measured by:

- approval of the YISD technology plan that includes the new organizational structure by June 1998
- 80% satisfaction of the support and services from the stakeholders by yearend 1999
- an annual review ( and endorsement) of the district technology plan by all stakeholders by January 1999 --- and ongoing
- state approval of plan by TEA and levels of state (and other) funding by summer 1998
- evidence of student work and projects using technology starting in 1998-1999
- alumni feedback on the usefulness of their YISD technology education (starting 1998-1999)

**GOAL VII-D:** To facilitate decision-making for more effective use of resources eliminating conflict and waste by defining SBDM vs. district management decisions regarding TECHNOLOGY PLANNING, INSTRUCTIONAL MANAGEMENT, and ADMINISTRATION by planning/ creating and implementing POLICIES for access to information by the school community.

Measured by:

- annual buy-in by 100% of YISD community of the "Acceptable Use Policy" by May 1998
- annual buy-in by 100% of YISD community regarding ethical use policy, privacy, copyright, and intellectual
- annual buy-in district technology standards and 100% ("Resource Guide")
- development/ delineate of 3-column chart:
  - ◊ district decision making
  - ◊ site based decision making
- formal district wide communication tool regarding by 1998-1999
- formal ongoing integration of campus technology specialist or representative ( monthly 1998)
- updated inventory of technology, expertise, etc. to minimize waste starting 1998-1999

## **VIII. SUPPORT SERVICES**

**GOAL VIII-A:** To deliver the TEACHING and LEARNING TOOLS in a timely manner.

Measured by:

- congruent timeline for applications, access, and training (ongoing)
- student proficiencies in the technology TEKS (2000-2001)
- less duplication of resources/ effort starting in 1998
- improved communications (district and campus "truth lines") starting immediately

**YSLETA INDEPENDENT SCHOOL DISTRICT**  
**Long-Range Technology Plan**  
**STRATEGIC THINKING WORKSHOP**

**GOAL VIII-B.** To increase efficiency by providing timely services to campus personnel (including INTRANET for our instructional and administrative community) minimizing disruption of the learning process by maximizing technology availability and accessibility by connecting communication devices in a COHERENT AND COHESIVE NETWORK.

Measured by:

- 1000/1 ratio of technology devices to support personnel.( 3 years)
- reduction in the number of outstanding work orders (to be repaired)
- 24 hour response time on work orders starting in 1998-1999
- annual survey of users (80% satisfaction)
- increase number of services available on INTRANET:
  - ◊ e-mail, voice mail, PIP on-line, video
  - ◊ conferencing (announcements) district wide
  - ◊ district policies and procedures, chat rooms
- 3 years to install all integrated systems within the INTRANET; video equipment, telephones, computers/modems
- 80% increase in satisfaction survey on ease of use for instructional and administrative purposes
- 100% classrooms with telephones and voice mail by 2000-2001
- 100% educators are using e-mail and have an e-mail address by 1999-2000
- 50% district publishing in electronic format by 1999-2000

**GOAL VIII-C.** To maximize INTERNAL OPERATIONAL SERVICES (financial, human resources, etc.) by using the technology that is appropriate for each operation.

Measured by:

- assessment of the congruency between instructional and administrative systems
- ease with which "intelligence" is managed, accessed, and acted upon for all stakeholder populations
- 90% satisfaction levels with the operational services and YISD's ability to respond to client needs
- integration of technology into all aspects of operations that impact educators (library, purchasing, maintenance, training, administrative processes, human resources, etc.)
- create service level agreements for each operational process by 1999-2000
- reeducate the operations division regarding the need for technology as a key consideration in construction

## **IX. QUALITY**

**GOAL IX-A** To define and CONTINUALLY ASSESS YISD student/ teacher proficiency profiles by virtue of our technology implementation strategies.

Measured by:

- annual development/ refinement/ use of YISD assessment tools 1998-99
- annual (by an internal YISD group) of research and strategies to improve proficiencies
- annual formal review and assessment by the Texas Center for Educational Technology (or similar group)
- development of YISD specific assessment model leading to specific proficiency improvements
- development of an internal YISD Technology Assessment Team by 1999-2000

**YSLETA INDEPENDENT SCHOOL DISTRICT**  
**Long-Range Technology Plan**  
**STRATEGIC THINKING WORKSHOP**

**GOAL IX-B** To have equitable access to up-to-date technology, information, and training, facilitating standardization, equity and compliance with state mandates by assessing the RETURN ON TECHNOLOGY INVESTMENT (ROTI) impacting student achievement..

Measured by:

- annual YISD technology proficiency profile assessment for educators/ students
- students have technology skills upon graduation for employability in our society (see above)
- establish district mandate for replacement so that 100% of educators will be provided with appropriate technology by 2001
- implementation of a district-wide obsolescence/ replacement policy (August 1998) and ongoing process by September 1998
- life cycle of all technology should not exceed 5 years

**GOAL IX-C:** To MINIMIZE both IMPACT and DISRUPTION of instruction due to technical failure.

Measured by:

- maintain current ratio of onsite/ feeder area "technologists" to users (1998-1999)
- on-site replacement technology plan customized to each campus (1998-1999)
- implementation of formal training program to increase in-house technical expertise (summer 1998)

**YSLETA INDEPENDENT SCHOOL DISTRICT**  
**Long-Range Technology Plan**  
**STRATEGIC THINKING WORKSHOP**

**AREAS OF EXCELLENCE**

(placed in highest order of votes received)

*Consistent with the YISD charter focused on STUDENT ACHIEVEMENT, as it relates to technology, YISD must excel in....*

1. ... perfecting training to integrate technology into the curriculum. (22 votes)
2. ... fulfilling our technology commitment. (22 votes)
3. ... timely delivery of applications and technology tools (complete the plan). (15 votes)
4. ... collaboration. (11 votes)
5. ... knowing that children have learned and are fully prepared. (10 votes)
6. ... obtaining outside funding. (7 votes)
7. ... risk taking. (6 votes)
8. ... maintaining technology currency (keep up with technology pace). (6 votes)
9. ... effectively using our current technology resources. (6 votes)
10. ... maintaining ethical standards. (4 votes)
11. ... being a model ("leading-edge"). (3 votes)
12. ... appreciating our teachers. (3 votes)
13. ... in predicting future trends and their impact on education. (2 votes)
14. ... attracting/maintaining technology expertise. (1 vote)
15. ... retrofitting buildings designed to facilitate technology use. (1 vote)
16. ... making YISD's charter (vision) a reality. (0 votes)
17. ... use of best knowledge. (0 votes)
18. ... marketing ourselves to the community. (0 votes)
19. ... assessing student technology proficiencies. (0 votes)
20. ... maintaining high levels of morale/ enthusiasm regarding technology initiatives. (0 votes)

**YSLETA INDEPENDENT SCHOOL DISTRICT**  
**Long-Range Technology Plan**  
**STRATEGIC THINKING WORKSHOP**

## **YISD TECHNOLOGY OPPORTUNITY FILTER**

***Does this Technology Opportunity??***

***YES? | NO?***

- prepare students with technology skills to compete in the global society?
- help build critical, independent thinkers?
- increase student performance across the curriculum?
- help students learn how, when, and where to access information?
- raise student expectations, choices, and productivity?
- facilitate student learning by integrating technology into the curriculum?
- help students visualize new opportunities available through technology?
- ensure equitable, universal access where everyone can acquire knowledge?
- allow stakeholders to synthesize and communicate new knowledge?
- minimize retraining and enhance the implementation of technology?
- make use of the best instructional time and programs?
- help maintain skill currency and facilitate the sharing of knowledge and skills?
- challenge all educators to reach a new level of expertise?
- promote technology as a basic skill?
- ensure proper and effective use of our current technology resources?
- integrate into current planning, management, and administration instructional strategies?
- minimize disruption of the learning process by minimizing the impact of system failure?
- make district resources more widely available to the total community?
- improve the delivery of services and equipment to our campus personnel?
- promote a shared vision make efficient use of technology funds?
- does it address the needs of an evolving YISD community?
- integrate YISD with the technological education community?
- help change the mindset of parents?
- accommodate the changing roles and attitudes of educators?
- eliminate conflict and waste?
- facilitate the effective implementation of the district's technology?
- market new choices and attract new students to YISD?
- maximize personal time management, communications, and productivity?
- "get the best bang for our buck" GTBBFOB?
- help YISD comply with state and federal mandates?
- maintain a high level of morale and enthusiasm?

**YSLETA INDEPENDENT SCHOOL DISTRICT**  
**Long-Range Technology Plan**  
**STRATEGIC THINKING WORKSHOP**

## **KEY ITEMS IN YISD'S TECHNOLOGY "REPORT CARD"**

- **INCREASED STUDENT PERFORMANCE**
  - ◆ increased graduation and attendance rates
  - ◆ increased enrollment and demand for technology courses (30% per year)
  - ◆ reduced failure rates
  - ◆ demonstrated age-appropriate student technology work products
  - ◆ mastery of technology TEKS
  - ◆ development of student specific technology proficiency profiles
- **IMPROVED MARKETABILITY OF YISD STUDENTS**
  - ◆ business community feedback
  - ◆ alumni satisfaction regarding preparation and usefulness of education
- **INCREASED ACCESS/USE OF TECHNOLOGY**
  - ◆ increased stakeholder:workstation ratios
  - ◆ integration of distance learning
  - ◆ all resources are networkable
  - ◆ more funding sources and financing options
  - ◆ district-wide INTERNET and INTRANET applications
  - ◆ construction planning complete with technology assessment
  - ◆ congruent administrative and instructional systems and applications
- **FORMALIZED STAFF DEVELOPMENT**
  - ◆ 100% enrollment in technology classes and staff development
  - ◆ increase teacher effectiveness and productivity
  - ◆ PDAS integration regarding use of technology
  - ◆ formalized hiring standards that include technology knowledge and skills
  - ◆ formalized *YISD Technology Training Department* and in-house training
  - ◆ build pool of technology integration trainers and subject-matter experts
- **INCREASED ACCOUNTABILITY**
  - ◆ 80% meet minimum technology skills profile by 2001
  - ◆ yearly assessment of technology use across all populations
  - ◆ development of YISD specific assessment and evaluation tools
  - ◆ annual updating of YISD Technology Plan
  - ◆ compliance with TEA technology mandates
- **INTEGRATION OF THE COMMUNITY**
  - ◆ open campuses and resources for the community
  - ◆ community satisfaction with access, content, and opportunity
  - ◆ increased parental participation in technology programs
  - ◆ community technology volunteers
- **TECHNOLOGY AS A YISD MARKETING TOOL**
  - ◆ 2% annual increase in new student population from other districts
  - ◆ use of technology to advertise technology as a differentiator
  - ◆ *YISD Technical Support Foundation* as source for new monies
- **IMPROVED SYSTEM SUPPORT SERVICES**
  - ◆ campus resident or assigned expertise
  - ◆ area technologists assigned
  - ◆ improved delivery, procurement, and support of all standardized systems
  - ◆ technology procurement and replacement teams
  - ◆ vendor performance standards and review
  - ◆ 100% campuses have technology plan
  - ◆ service level agreements
  - ◆ district "aging process" to replace technology

**YSLETA INDEPENDENT SCHOOL DISTRICT**  
**Long-Range Technology Plan**  
**STRATEGIC THINKING WORKSHOP**

**YISD TECHNOLOGY PHASING PLAN - KEY MILESTONES**

1997-1998	1998-1999	1999-2000	2000-2001	2001-2002
<ul style="list-style-type: none"> <li>• establish emergency walk-through procedure</li> <li>• electronic bid response system</li> <li>• job descriptions have technology skills content</li> <li>• substitute teacher and librarian training has technology content</li> <li>• YISD Technology Training Dept. created and implemented</li> <li>• campuses receive minimum procurement standards</li> <li>• construction remodeling technology standards</li> <li>• inventory of district personnel, print and electronic resources</li> <li>• models for flexible training options defined</li> <li>• list of campus / district technology experts</li> <li>• state approval of YISD Technology Plan</li> <li>• Acceptable Use Policy revised</li> <li>• Obsolescence /Replacement Policy defined</li> <li>• Formal Technology Training Program restructured</li> </ul>	<ul style="list-style-type: none"> <li>• 100% students demonstrate age-appropriate use of technology</li> <li>• 80% user satisfaction with delivery of technology, including specific populations</li> <li>• 75% use home liaison to open campuses to the community</li> <li>• home technology use survey</li> <li>• technology vendor performance reviews started</li> <li>• 30% teachers demo technology use via appraisal process</li> <li>• 50% decrease in delivery and procurement time</li> <li>• Technology Procurement Team</li> <li>• develop procurement and quality standards</li> <li>• 100% of CAPS have technology goal(s)</li> <li>• 100% campuses have technology plan tied to CAP</li> <li>• new leasing /financing options</li> <li>• YISD Technical Skills in interviewing process</li> <li>• effectiveness of how technology tools are implemented</li> <li>• 2 in-service technology days per educator per year</li> <li>• 80% satisfaction of stakeholders with support services</li> </ul>	<ul style="list-style-type: none"> <li>• 75% alumni satisfied with preparation</li> <li>• 100% enrollment in technology classes</li> <li>• 80% satisfaction of user community</li> <li>• community volunteers trained</li> <li>• at least one school open after hours per attendance area</li> <li>• 60% of parents satisfied with technology access</li> <li>• at least 5 technologists per attendance area</li> <li>• YISD Technology Support Foundation (\$1 M per year)</li> <li>• 100% access to INTERNET</li> <li>• formal YISD technology budget per campus</li> <li>• service level agreements set</li> <li>• Area Technology Training Sites</li> <li>• 1000/1 ratio of devices to support personnel</li> <li>• full INTRANET access</li> <li>• YISD Technology Assessment Team</li> <li>• 100% of educators use e-mail</li> <li>• 50% of YISD publishing in electronic media</li> <li>• 60% of teachers demo technology use via appraisal</li> </ul>	<ul style="list-style-type: none"> <li>• 100% technology TEKS mastery by students in K-8</li> <li>• 100% of educators demonstrate technology use skills mastery</li> <li>• educator/computer ratio is 1 to 1</li> <li>• student / networkable computer ratio is 3 to 1</li> <li>• 100% connectivity of all students to the network</li> <li>• 100% of educators have lap-tops</li> <li>• 100% classrooms have telephone</li> <li>• YISD Technology Support Foundation (\$1 M per year)</li> <li>• 100% teachers demo technology use via appraisal</li> <li>• all high schools offer technology application courses (based on TEA curriculum)</li> </ul>	<ul style="list-style-type: none"> <li>• 80% of new educators satisfy minimum technology skills proficiency profile</li> <li>• YISD Technology Support Foundation (\$1 M per year)</li> </ul>



**YSLETA INDEPENDENT SCHOOL DISTRICT**  
**Long-Range Technology Plan**  
**STRATEGIC THINKING WORKSHOP**

1997-1998	1998-1999	1999-2000	2000-2001	2001-2002
		Increased Student Technology Performance Metrics		
		30% Increase in Technology Course Completion		
		Annual Assessment of Technology Usage		
		10% Increase in Parental Attendance		
		2% Annual Increasing New Students		
		20% Increase in Advertising of District Technology Programs		
		Implementation of YISD Assessment Tools		
		Annual Purchasing Consortium Participation		
		Grants and New Funding (\$1M per year)		
		10% Annual Increase in Technology Trainers		
		Annually Updated Inventory of Technology, Expertise, etc.		
		75% Satisfied with Construction After 1 Year of Completion		
		Annual Review and Endorsement of YISD Technology Plan		
		Annual Texas Center for Educational Technology Audit		
		Annual R&D Strategies Statement		
		Annual Buy-in to Ethical Use Standards		
		Resource Guide Delivered District-wide		
		Implement Obsolescence / Replacement Policy		

**NOTE:** Key milestones listed on page 42 are to be sustained for the remainder of the planning period.  
Key milestones listed on page 43 are to be sustained for the period from 1998-1999 to 2001-2002.

## **KEY REORGANIZATIONAL CONSIDERATIONS**

### **FOR TECHNOLOGY IMPLEMENTATION**

- “one person accountable to realize the goals (regardless of level)”
- “one department/area to manage/coordinate key functional technology related areas:
  - \* training
  - \* planning
  - \* instructional strategies
- “one entity should control the technology plan that’s built on consensus”
- “must have one driver--implemented through collaboration”
- “somebody to follow up with improvements”
- “need to be careful about how we coordinate the curriculum/ instruction function and expertise within the district”
- “Division of Technology needs focus on many areas impacting technology...
  - \* direct communication pipeline to support
  - \* flexible in responding to changing technology”
- “need balance between centralizing and decentralizing”
- “need to define accountability system regarding technology”
- “coordination is key”
- “one driver, one vision”
- “use ‘post-mortem’ reports to take corrective action”
- “technology regarding curriculum/instruction needs rethinking, should be separated from Division of Instruction”
- “one coordinator, must have services expertise”
- “attitude and work style must be client-service driven, trusting, and cooperative”
- “must work collaboratively with ALL departments”

**YSLETA INDEPENDENT SCHOOL DISTRICT**  
**Long-Range Technology Plan**  
**STRATEGIC THINKING WORKSHOP**

## PLAN CONGRUENCY WITH E-RATE PROGRAM

<b>UNIVERSAL SERVICE PROGRAM CRITERIA</b>	<b>YISD TECHNOLOGY PLAN GOALS</b>
1. "the plan must establish clear goals and a realistic strategy for using telecommunications and information technology to improve education."	I-A, I-B, III-B, VII-D, VIII-A, VIII-B, IX-C
2. "the plan must have a professional development strategy to ensure that staff know how to use these new technologies to improve education."	II-C, IV-A, VI-A, VI-C, VII-A, VII-B
3. "the plan must include as assessment of the telecommunications services, hardware, software, and other services that will be needed to improve education."	II-D, III-A, VI-B, VI-D, VIII-C
4. "the plan must provide for a sufficient budget to acquire and maintain the hardware, software, professional development, and other services that will be needed to implement the strategy."	II-B, III-C, V-A, V-B, VI-E, VII-C
5. "the plan must include an evaluation process that enables the school to monitor progress toward the specified goals and make mid-course corrections in response to new developments and opportunities as they arise."	II-A, IX-A, IX-B

### OTHER E-RATE CONSIDERATIONS:

*In order to meet the YISD goals and objectives, YISD intends to install a Dukane Information Delivery SmartSystem at every campus. The SmartSystem provides the services needed to deliver information to individual classrooms or other places of instruction within schools and libraries. Students, teachers, and parents would have access to the powerful world of information a would be able to share that information from classroom to classroom via the SmartSystem. Students and teachers could search for information utilizing the INTERNET, satellite services, distance learning appliances, Channel One, and cable TV. The system also allows access to media playback devices such as VCRs, laserdiscs, digital versatile disc players, compact disc interactive players, community information bulletin boards, satellite uplinks and downlinks, and wireless computer control. Teachers and students would have complete control from their classroom with a wireless mouse and the television would be the end source of delivery. With this information delivery system, teachers would have the tools to integrate technology into the curriculum (PDAS) and engage students in age-appropriate activities. Whole class instructions, discussion, research, cooperative learning and individual instruction would be integrated with the classroom technology to maximize learning opportunities, student performance, and student expectations.*

*YISD's goal in the near future is to have more than 10,000 adults enrolled in its adult learning programs that reach out to people who have lost their jobs due to NAFTA. In order to meet this challenge, YISD would use distant learning. The SmartSystem would bring the world right to the classrooms in the communities that need them most.*



---

# **TACTICAL PLANNING WORKSHOP RESULTS**

---

## **YISD LONG-RANGE INFORMATION TECHNOLOGY PLAN SUPPLEMENT**

---

**YSLETA INDEPENDENT  
SCHOOL DISTRICT**

---

***El Paso, Texas***

---

***Version 1.0 - Supplement to YISD Technology Plan***

---



***facilitated by  
Gilberto Moreno***

***INOVA International Services Group, Inc.***

***May 1998***



**YSLETA INDEPENDENT SCHOOL DISTRICT**  
**Long-Range Technology Plan**  
**TACTICAL PLANNING WORKSHOP RESULTS**

## **FOREWORD**

*As part of its continued effort to build and sustain itself as a 21st Century competitive public educational institution, YISD has undertaken a complete rethinking of its LONG-TERM TECHNOLOGY PLAN. The nature of how YISD uses technology directly impacting the learning process and environment is at the heart of rethinking YISD's technology direction.*

*This document details the tactical planning (i.e., Action Plan) developed and proposed by the Long-term Technology Planning Task Force in relation to and congruence with YISD's District Improvement Plan (DIP). Outlined is YISD's success template establishes strong connections between the information technology and professional development strategies, curriculum initiatives, and library service strategies in conformance with local, state, and national initiatives and mandates. In particular, the State Board of Education's new Long-Range Plan for Technology, 1996-2010 was used as a planning framework.*

*Using the most current organizational management tenets, the tactical planning workshop was facilitated by Gilberto Moreno of INOVA International Services Group. Special thanks to Sherry Lambert and her staff (in particular, Irma Velasquez) for their leadership and logistics assistance in facilitating the creation of YISD's new Technology "action plan."*

**YSLETA INDEPENDENT SCHOOL DISTRICT**  
**Long-Range Technology Plan**  
**TACTICAL PLANNING WORKSHOP RESULTS**

## **TACTICAL THINKERS**

**Marti Allen**  
**Lydia Almeida**  
**Ralph Anderson**  
**Richard Armendariz**  
**Ruben Barron**  
**Armida Baquera**  
**Moe Batres**  
**Ginny Calderon**  
**Gloria Chavez**  
**Teresa Cortez**  
**Gaby Diaz**  
**Martha Dominguez**  
**Richard Duncan**  
**Nancy Evans**  
**Sally Fierro**  
**Ann Holder**  
**Skip Holmes**  
**Robert Ho-Shing**  
**Sherry Lambert**  
**Patsy Launspach**  
**Joe Lazalde**  
**Sandra Medina**  
**Brenda Montoya**  
**Nidelia Montoya**  
**Carol Moreno**  
**Kevin Munson**  
**Chuck Nations**  
**Juan F. Orrantia**  
**Juan Priego**  
**John Primozych**  
**Art Ramirez**  
**Toni Tropiak**  
**Irma Velasquez**  
**Isela Walls**  
**Tom Watts**  
**Lillian Werthmann**  
**Carmen Zamora**

### **FACILITATOR/ STRATEGIST**

**Gilberto Moreno, Jr. P.E. - INOVA International Services Group, Inc.**

# MASTER PLAN WORKSHEET

Organization: YISD - Technology Task Force

Planning Timetable 5 years

Goal: I-A

Master Plan Category: CURRICULUM / INSTRUCTION (e.g., Curriculum, Instruction, Services/Products, Financial Plan, Management Plan, Technology Plan, Resources, Marketing/Communications, Quality)

Goal: To use technology to INCREASE STUDENT PERFORMANCE across the curriculum.

## TACTIC (S)

Tactics (Activities)	Begin Date   End Date	Skills/Resources Needed	Person Accountable	Contributors	Evaluation Criteria
1. Ensure ALL campuses are aware and embrace the Technology TEKS Model and the YISD Technology Plan.	Jan 1998 to Aug. 1999	<ul style="list-style-type: none"> <li>Technology TEKS Training</li> <li>Campus personnel</li> <li>MIS and instructional training</li> <li>Training resources and deliverables</li> </ul> <p>BUDGET: Personnel resources</p>	M. Soto	<ul style="list-style-type: none"> <li>Principals</li> <li>Campus grade level reps</li> <li>Campus techs</li> </ul>	<ul style="list-style-type: none"> <li>100% of CAPs include technology use competencies</li> <li>100% of campuses have technology plan</li> </ul>
2. Inventory the "technology use" offerings (K-12); define the YISD graduation requirements and credits available.	by Aug. 1998	<ul style="list-style-type: none"> <li>CATE master core list (high school graduation requirements)</li> <li>K-6 survey of technology offerings</li> </ul> <p>BUDGET: Personnel resources to conduct survey</p>	M. Soto	<ul style="list-style-type: none"> <li>Principals</li> <li>CATE</li> <li>CEIC</li> <li>Title I Coord.</li> <li>Campus techs</li> </ul>	<ul style="list-style-type: none"> <li>validated inventory of technology offerings</li> </ul>
3. Develop a plan to implement Technology TEKS by campus.	May 1998 to Dec 1998	<ul style="list-style-type: none"> <li>inventory of technology tool options</li> <li>migration issues document</li> <li>technical expertise</li> <li>YISD Technology Terms Primer / Presentation</li> <li>training</li> </ul> <p>BUDGET: Personnel resources</p>	M. Soto	<ul style="list-style-type: none"> <li>Principals</li> <li>Campus techs</li> <li>District tech experts</li> <li>Title I Coord.</li> <li>Partners in Education</li> </ul>	<ul style="list-style-type: none"> <li>100% of campuses have a plan to integrate Technology TEKS</li> </ul>

# MASTER PLAN WORKSHEET

Organization: YISD - Technology Task Force

Planning Timetable 5 years

Goal: I-A (Continued)

Master Plan Category: CURRICULUM / INSTRUCTION (e.g., Curriculum, Instruction, Services/Products, Financial Plan, Management Plan, Technology Plan, Resources, Marketing/Communications, Quality)

Goal: To use technology to INCREASE STUDENT PERFORMANCE across the curriculum.

## TACTIC (S)

Tactics (Activities)	Begin Date	End Date	Skills/Resources Needed	Person Accountable	Contributors	Evaluation Criteria
4. Develop technology components in all CAPs.	May 1998	to Jan 1999	<ul style="list-style-type: none"> <li>inventory of technology and campus goals, objectives, and needs</li> <li>focus for the year</li> <li>technical expertise</li> </ul> <p>BUDGET: Personnel resources</p>	M. Soto	<ul style="list-style-type: none"> <li>Principals</li> <li>CEIC</li> <li>Campus techs</li> <li>Partners in Education</li> <li>Title 1 Coord. Teams</li> </ul>	<ul style="list-style-type: none"> <li>100% have technology components in CAPs</li> </ul>
5. Promote technology use in SCIENCE FAIRS.	Start in 1998-99	school year	<ul style="list-style-type: none"> <li>update judge's criteria</li> </ul> <p>BUDGET: Personnel resources</p>		<ul style="list-style-type: none"> <li>Campus science fair coordinators</li> <li>L. Almeida</li> <li>Principals</li> <li>Parents</li> <li>Corp. sponsors</li> </ul>	<ul style="list-style-type: none"> <li>specific judging criteria and awards for technology use</li> </ul>
6. Create a YISD INFORMATION TECHNOLOGY FESTIVAL.	by Spring 2000		<ul style="list-style-type: none"> <li>event concept and program</li> <li>event funding</li> <li>competition format and awards</li> </ul> <p>BUDGET: Fund through vendor participation</p>	M. Soto	<ul style="list-style-type: none"> <li>Principals</li> <li>Corp sponsors</li> <li>Campus techs</li> </ul>	<ul style="list-style-type: none"> <li>100% of campuses participate</li> </ul>
7. Formalize Research & Development function for technology tools.	1998-99 and ongoing		<ul style="list-style-type: none"> <li>district technology task force to make subject matter recommendations consistent with TEKS</li> <li>district funding formula</li> </ul> <p>BUDGET: Personnel resources</p>	M. Soto	<ul style="list-style-type: none"> <li>Principals</li> <li>Curriculum teams</li> <li>Mentors</li> <li>Teachers</li> </ul>	<ul style="list-style-type: none"> <li>district assessment and recommendation of best tools and practices</li> </ul>



# MASTER PLAN WORKSHEET

Organization: YISD - Technology Task Force

Planning Timetable 5 years

Goal: I-B

Master Plan Category: CURRICULUM / INSTRUCTION (e.g., Curriculum, Instruction, Services/Products, Financial Plan, Management Plan, Technology Plan, Resources, Marketing/Communications, Quality)

Goal: To provide instruction to prepare students with TECHNOLOGY WORK SKILLS ready to compete in a global society.

## TACTIC (S)

Tactics (Activities)	Begin Date	End Date	Skills/Resources Needed	Person Accountable	Contributors	Evaluation Criteria
1. Participate in outside technology conferences (e.g., BETC for staff).	As available		<ul style="list-style-type: none"> <li>staff development time</li> <li>conference funding and travel</li> <li>Partners in Education</li> </ul> <p>BUDGET: Campus &amp; district budgets. Corporate/business funding</p>	M. Soto	<ul style="list-style-type: none"> <li>Principals</li> <li>Mentors</li> <li>Campus techs</li> <li>All staff</li> </ul>	<ul style="list-style-type: none"> <li>staff development training shared by attendees at the campus and district level</li> </ul>
2. Conduct district level TECHNOLOGY CONFERENCE for educators and students to demonstrate products.	by Fall of 1999		<ul style="list-style-type: none"> <li>conference format and program</li> <li>conference manager</li> <li>conference funding, including corporate firms</li> </ul> <p>BUDGET: Corporate/business funding. Personnel resources.</p>	M. Soto	<ul style="list-style-type: none"> <li>Tech coord.</li> <li>Teachers</li> <li>Region 19</li> <li>Principals</li> <li>Community</li> <li>Campus techs</li> <li>Partners in Ed</li> </ul>	<ul style="list-style-type: none"> <li>highly attended conference that showcases products in technology use</li> </ul>
3. Develop YISD TECHNOLOGY TERMS PRIMER and presentation (video)	by Aug. 1999		<ul style="list-style-type: none"> <li>technical laymen</li> <li>resource guide</li> <li>WEB resources</li> <li>multi-media expertise</li> <li>funding for primer</li> </ul> <p>BUDGET: Personnel resources</p>	T. Walls	<ul style="list-style-type: none"> <li>Campus techs</li> <li>District tech coordinators</li> </ul>	<ul style="list-style-type: none"> <li>majority of YISD population is comfortable with YISD technology terms and strategies</li> </ul>

# MASTER PLAN WORKSHEET

Organization: YISD - Technology Task Force

Planning Timetable 5 years

Goal: I-B (Continued)

Master Plan Category: CURRICULUM / INSTRUCTION (e.g., Curriculum, Instruction, Services/Products, Financial Plan, Management Plan, Technology Plan, Resources, Marketing/Communications, Quality)

Goal: To provide instruction to prepare students with TECHNOLOGY WORK SKILLS ready to compete in a global society.

## TACTIC (S)

Tactics (Activities)	Begin Date   End Date	Skills/Resources Needed	Person Accountable	Contributors	Evaluation Criteria
4. Conduct annual review of the YISD Technology Plan by the community and industry.	Start Jan 1999	<ul style="list-style-type: none"> <li>community forum</li> <li>marketing plan</li> <li>focus on YISD priority for this year</li> <li>Chambers to assist in PR</li> <li>Partners in Ed</li> </ul> <p>BUDGET: \$5,000 for funding event and facilitation of review</p>	L. Araujo	<ul style="list-style-type: none"> <li>M. Soto</li> <li>Tech. Task Force</li> <li>Partners in Educ.</li> </ul>	<ul style="list-style-type: none"> <li>increased community participation</li> <li>top five (5) community recommendations to act on by the district</li> <li>yearly improvements</li> </ul>
5. Conduct a yearly ALUMNI / COMMUNITY SURVEY regarding technical and technology use preparation.	Starting Spring 1999	<ul style="list-style-type: none"> <li>survey instrument</li> <li>alumni data base</li> </ul> <p>BUDGET: \$5,000 for survey development and dissemination</p>	M. Soto	<ul style="list-style-type: none"> <li>L. Villalobos</li> </ul>	<ul style="list-style-type: none"> <li>input regarding preparation of technology use skills by the district</li> </ul>
6. Product technology products for clients through a partnership program (fee and free).	by 1999-2000	<ul style="list-style-type: none"> <li>match making of opportunities with needs</li> <li>advisory team composed of business, community and educators</li> <li>retiree / alumni recruiting committee</li> <li>MIS database expertise</li> </ul> <p>BUDGET: Personnel resources</p>	M Soto	<ul style="list-style-type: none"> <li>CATE</li> <li>L. Araujo</li> <li>Partners</li> <li>Campus techs</li> </ul>	<ul style="list-style-type: none"> <li>give students relevancy via real life experiences</li> <li>high satisfaction level with the quality of student products</li> <li>increased employment opportunities</li> <li>use of state, federal workforce development funds and resources</li> </ul>

# MASTER PLAN WORKSHEET

Organization: YISD - Technology Task Force

Planning Timetable 5 years

Goal: II-A

Master Plan Category: LEARNING OPPORTUNITIES

(e.g., Curriculum, Instruction, Services/Products, Financial Plan, Management Plan, Technology Plan, Resources, Marketing/Communications, Quality)

Goal: To synthesize and communicate relevant knowledge by developing strategies to increase / assess student / educator TECHNOLOGY PROFICIENCIES.

## TACTIC (S)

Tactics (Activities)	Begin Date   End Date	Skills/Resources Needed	Person Accountable	Contributors	Evaluation Criteria
1. Use an assessment tool to identify: current skills, ongoing checklist of skills, and demonstrate progress.	Jan 1998 ongoing	<ul style="list-style-type: none"> <li>TEKS Proficiencies document</li> <li>assessment population databases (students, YISD employees, staff, etc.)</li> </ul> <p>BUDGET: Personnel resources and Test Evaluation Department budget.</p>	M. Soto	<ul style="list-style-type: none"> <li>Test &amp; Eval Dept.</li> <li>Principals</li> <li>Technology teams</li> </ul>	<ul style="list-style-type: none"> <li>100% of campuses have submitted by dept. or campus a proficiency profile.</li> </ul>
2. Communicate what technology proficiencies YISD wants to achieve (by population and grade level).	Jan 1998 to Dec. 1998	<ul style="list-style-type: none"> <li>Technology TEKS model</li> <li>levels of skills need to be added</li> <li>YISD WEB page</li> </ul> <p>BUDGET: Personnel resources</p>	M. Soto	<ul style="list-style-type: none"> <li>Teams</li> <li>R. Hoshing</li> <li>A. Stone</li> <li>Mentors</li> </ul>	<ul style="list-style-type: none"> <li>100% of educators are aware of the YISD proficiency model and targets</li> </ul>
3. Implement a process to collect technology proficiencies district-wide from all populations.	Dec. 1998 by June 1999	<ul style="list-style-type: none"> <li>electronic media to collect data</li> <li>assessment survey / DB system</li> </ul> <p>BUDGET: Budget from Research Testing &amp; Evaluation</p>	M. Soto	<ul style="list-style-type: none"> <li>Instruc. Tech</li> <li>Research Test &amp; Evaluation</li> <li>MIS</li> <li>Campus techs</li> </ul>	<ul style="list-style-type: none"> <li>annual assessment of skills development and progress by group and individual</li> </ul>
4. Produce portfolios for teachers and students demonstrating technology use.	by June 1999	<ul style="list-style-type: none"> <li>portfolio development training</li> <li>portfolio management system</li> <li>staffing to manage</li> </ul> <p>BUDGET: Personnel resources, software &amp; hardware acquisition from campus budgets</p>	M. Soto	<ul style="list-style-type: none"> <li>Teams</li> <li>Principals</li> <li>Campus techs</li> <li>Teachers</li> </ul>	<ul style="list-style-type: none"> <li>portfolios that demonstrate technology use in teachers and students</li> </ul>

# MASTER PLAN WORKSHEET

Organization: YISD - Technology Task Force

Planning Timetable 5 years

Goal: II-B

Master Plan Category: LEARNING OPPORTUNITIES (e.g., Curriculum, Instruction, Services/Products, Financial Plan, Management Plan, Technology Plan, Resources, Marketing/Communications, Quality)

Goal: To provide access to technology to raise student expectations, choices and productivity by MAXIMIZING LEARNING OPPORTUNITIES.

## TACTIC (S)

Tactics (Activities)	Begin Date	End Date	Skills/Resources Needed	Person Accountable	Contributors	Evaluation Criteria
1. Develop take-home strategies with portable technology tools emphasizing family projects (student and parents).	by Fall 2000		<ul style="list-style-type: none"> <li>portable workstations</li> <li>teaching tools</li> <li>software, hardware funding</li> <li>RFP to deliver workstations to 18 school per year for next 3 years</li> </ul> <p>BUDGET: Campus budgets</p>	M. Soto	<ul style="list-style-type: none"> <li>Principals</li> <li>Campus techs</li> <li>Title 1 Coord.</li> <li>CEIS</li> <li>Teams</li> <li>CIS</li> <li>MIS</li> </ul>	<ul style="list-style-type: none"> <li>increased student and parental use of technology increasing proficiency skills</li> </ul>
2. Increase parental involvement in school life via technology use.	by Fall 2000		<ul style="list-style-type: none"> <li>voice response systems</li> <li>WEB pages / access to tools</li> </ul> <p>BUDGET: Campus budgets</p>	M. Soto	<ul style="list-style-type: none"> <li>MIS</li> <li>Principals</li> <li>Campus techs</li> </ul>	<ul style="list-style-type: none"> <li>increased parental involvement</li> </ul>
3. Roll-out teacher workstation program.	in 1998-99		<ul style="list-style-type: none"> <li>funding for initiative</li> <li>training and application use plan</li> <li>technology proficiencies checklist</li> </ul> <p>BUDGET: 1/3 schools per yr. at \$750,000 from 7M local funds</p>	M. Soto	<ul style="list-style-type: none"> <li>Teams</li> <li>MIS</li> <li>Campus techs</li> <li>Tech. Coord.</li> </ul>	<ul style="list-style-type: none"> <li>teacher technology skills development</li> <li>teacher productivity</li> </ul>
4. Conduct validated survey of workstation access (by population, campus, system, application, etc.)	1998-1999		<ul style="list-style-type: none"> <li>workstation inventory</li> <li>survey instrument</li> <li>funding</li> <li></li> </ul> <p>BUDGET: Funded via 7M local technology funds</p>	R. Hoshing	<ul style="list-style-type: none"> <li>MIS</li> <li>Campus techs</li> </ul>	<ul style="list-style-type: none"> <li>make specific recommendations by campus to increase accessibility</li> </ul>

# MASTER PLAN WORKSHEET

Organization: YISD - Technology Task Force

Planning Timetable 5 years

Goal: II-B (Continued)

Master Plan Category: LEARNING OPPORTUNITIES (e.g., Curriculum, Instruction, Services/Products, Financial Plan, Management Plan, Technology Plan, Resources, Marketing/Communications, Quality)

Goal: To provide access to technology to raise student expectations, choices and productivity by MAXIMIZING LEARNING OPPORTUNITIES.

## TACTIC (S)

Tactics (Activities)	Begin Date   End Date	Skills/Resources Needed	Person Accountable	Contributors	Evaluation Criteria
5. Promote expansion of INNOVATION CENTER at the district level.	1998   Ongoing	<ul style="list-style-type: none"> <li>align resource with demand</li> <li>stakeholder usage guidelines</li> </ul> <p>BUDGET: \$50,000 per yr. for software, hardware, and supplies</p>	M. Soto	<ul style="list-style-type: none"> <li>L. Araujo</li> <li>S. Lambert</li> <li>I. Walls</li> </ul>	<ul style="list-style-type: none"> <li>stakeholder satisfaction with access and tools</li> </ul>
6. Create EDUCATORS INNOVATION CENTER at every campus.	by Fall 2000	<ul style="list-style-type: none"> <li>integrate with current technology</li> <li>complement teacher resource centers</li> <li>funding</li> <li>hardware and software</li> </ul> <p>BUDGET: Campus allocations</p>	M. Soto	<ul style="list-style-type: none"> <li>MIS</li> <li>Principals</li> <li>Campus techs</li> <li>Title I teachers</li> <li>Partners</li> </ul>	<ul style="list-style-type: none"> <li>increased stakeholder usage</li> </ul>
7. Implement technology exploration program for teachers with onsite experiences at private / public institutions. (Product based learning)	1999 - 2000	<ul style="list-style-type: none"> <li>inventory of firms and what tech use capabilities they have</li> <li>appropriate matchmaking opportunities</li> </ul> <p>BUDGET: Personnel resources</p>	M. Soto	<ul style="list-style-type: none"> <li>L. Araujo</li> </ul>	<ul style="list-style-type: none"> <li>technology use products demonstrated relevancy to business applications</li> <li>teachers spend time with business partners</li> <li>relevant curriculum</li> </ul>
8. Create business and community partnerships for onsite campus technology mentoring.	1999-2000	<ul style="list-style-type: none"> <li>willing mentors</li> <li>ownership to program</li> <li>inter school relationships</li> <li>CAPs</li> </ul> <p>BUDGET: Personnel resources, campus budgets</p>	L. Araujo	<ul style="list-style-type: none"> <li>Principals</li> <li>Campus liaisons</li> <li>CEICs</li> </ul>	<ul style="list-style-type: none"> <li>meaningful partnerships</li> </ul>

# MASTER PLAN WORKSHEET

Organization: YISD - Technology Task Force

Planning Timetable 5 years

Goal: II-C

Master Plan Category: LEARNING OPPORTUNITIES (e.g., Curriculum, Instruction, Services/Products, Financial Plan, Management Plan, Technology Plan, Resources, Marketing/Communications, Quality)

Goal: To maintain EDUCATOR'S SKILL CURRENCY and facilitate the sharing and distribution of technology knowledge and skills.

## TACTIC (S)

Tactics (Activities)	Begin Date	End Date	Skills/Resources Needed	Person Accountable	Contributors	Evaluation Criteria
1. Develop technology based teacher in-service training.	Aug. 1999	ongoing	<ul style="list-style-type: none"> <li>packet of resources</li> <li>training program and trainers</li> <li>funding / supplies</li> </ul> <p>BUDGET: District 7M local technology funds</p>	M. Soto	<ul style="list-style-type: none"> <li>Teams</li> <li>Tech. trainers</li> <li>Campus techs</li> </ul>	<ul style="list-style-type: none"> <li>pre-test and post-test results assessing technology use skills development</li> </ul>
2. Provide Continuing Education at schools for the integration of technology into the curriculum.	Aug. 1998	ongoing	<ul style="list-style-type: none"> <li>show and tell products and tools</li> <li>ongoing workshops</li> <li>training CDs</li> <li>self-paced texts</li> </ul> <p>BUDGET: District &amp; campus funding resources</p>	M. Soto	<ul style="list-style-type: none"> <li>MIS</li> <li>Principals</li> <li>Campus techs</li> <li>Peer mentors</li> <li>Teachers</li> </ul>	<ul style="list-style-type: none"> <li>expanded number of offerings</li> <li>self-evaluation</li> <li>anecdotal comments on quality and positive impact</li> </ul>
3. Develop and encourage campus mentors by attendance areas.	Aug. 1998	ongoing	<ul style="list-style-type: none"> <li>publicity</li> <li>reward system</li> <li>leadership program</li> <li>mentors</li> <li>PDAS points</li> </ul> <p>BUDGET: Personnel resources, district incentives</p>	M. Soto	<ul style="list-style-type: none"> <li>Campus techs</li> <li>Principals</li> <li>Teachers</li> <li>Parents</li> </ul>	<ul style="list-style-type: none"> <li>increased proficiencies in self-evaluation, portfolios, and PDAS</li> </ul>
4. Provide software information for district licensing with appropriate introductory material.	Aug. 1998	ongoing	<ul style="list-style-type: none"> <li>Technology Resource Guide</li> <li>technology packet (training)</li> <li>campus training offerings book</li> </ul> <p>BUDGET: \$50,000 state tech funds</p>	M. Soto	<ul style="list-style-type: none"> <li>Campus techs</li> <li>Teachers</li> <li>Principals</li> <li>Teams</li> <li>Trainers</li> </ul>	<ul style="list-style-type: none"> <li>training system and resources to evaluate effectiveness</li> <li>Use of distant learning where applicable</li> <li>Use of attendance sheets</li> </ul>

# MASTER PLAN WORKSHEET

Organization: YISD - Technology Task Force

Planning Timetable 5 years

Goal: II-D

Master Plan Category: LEARNING OPPORTUNITIES

(e.g., Curriculum, Instruction, Services/Products, Financial Plan, Management Plan, Technology Plan, Resources, Marketing/Communications, Quality)

Goal: To provide opportunities to acquire knowledge through information by providing / ENSURING UNIVERSAL ACCESS to appropriate electronic information resources.

## TACTIC (S)

Tactics (Activities)	Begin Date	End Date	Skills/Resources Needed	Person Accountable	Contributors	Evaluation Criteria
1. Provide opportunities for technology classes at the high school level to meet state mandates.	Aug. 1998	ongoing	<ul style="list-style-type: none"> <li>distance learning</li> <li>labs, equipment with software</li> <li>certified teachers</li> <li>TEKS info</li> </ul> <p>BUDGET: \$121,000 per high school campus from local 7M tech funds</p>	M. Soto	<ul style="list-style-type: none"> <li>Teachers</li> <li>Teams</li> <li>Tech. trainers</li> <li>Campus techs</li> </ul>	<ul style="list-style-type: none"> <li>increased enrollment in additional courses</li> <li>more certified teachers</li> </ul>
2. Provide 100% connectivity of students to electronic information resources.	Aug. 1998	by May 2000	<ul style="list-style-type: none"> <li>networking, wiring</li> <li>training on access</li> </ul> <p>BUDGET: Network &amp; support staff from district funds. Training from 7M local tech funds</p>	M. Soto	<ul style="list-style-type: none"> <li>MIS</li> <li>Principals</li> <li>Campus techs</li> <li>Peer mentors</li> <li>Teachers</li> </ul>	<ul style="list-style-type: none"> <li>student end-products</li> <li>student feedback</li> <li>demonstrated competencies</li> </ul>
3. 100% of software will be distributed by LAN/WAN.	Aug. 1998	ongoing	<ul style="list-style-type: none"> <li>access &amp; downloading training</li> <li>connectivity with LAN / WAN</li> </ul> <p>BUDGET: \$500,000 annually from state technology budget allotment</p>	M. Soto	<ul style="list-style-type: none"> <li>MIS</li> <li>Tech trainers</li> <li>Campus techs</li> </ul>	<ul style="list-style-type: none"> <li>standardization of SW</li> <li>electronic tabulation of downloads</li> </ul>
4. Ensure all devices have proper connectivity to LAN / WAN / INTERNET.	Aug. 1998	May 2001	<ul style="list-style-type: none"> <li>training on proper usage</li> <li>system access</li> </ul> <p>BUDGET: Personnel resources for training &amp; MIS</p>	M. Soto	<ul style="list-style-type: none"> <li>MIS</li> <li>Campus techs</li> <li>Training partners</li> </ul>	<ul style="list-style-type: none"> <li>production of student and teacher based products using technology</li> <li>integration of technology use into the curriculum</li> </ul>

# MASTER PLAN WORKSHEET

Organization: YISD - Technology Task Force

Planning Timetable 5 years

Goal: III-A

Master Plan Category: MARKETING/COMMUNITY (e.g., Curriculum, Instruction, Services/Products, Financial Plan, Management Plan, Technology Plan, Resources, Marketing/Communications, Quality)

Goal: To make district resources widely available to the community by EXPANDING THE "LEARNING DAY" and using FLEXIBLE STAFF SCHEDULING.

## TACTIC (S)

Tactics (Activities)	Begin Date    End Date	Skills/Resources Needed	Person Accountable	Contributors	Evaluation Criteria
1. Have each campus plan and implement an EXTENDED DAY program for technology use learning (summer programs).	Plan by Dec 1998  Program by Aug. 1999	<ul style="list-style-type: none"> <li>inventory of technology needs: hardware, software, people, processes, accountability, etc.</li> <li>time</li> </ul> <p>BUDGET: Campus &amp; district personnel resources</p>	M. Soto	<ul style="list-style-type: none"> <li>Principals</li> <li>CEIC</li> <li>Campus techs</li> <li>Volunteers</li> <li>Home Liaison</li> </ul>	<ul style="list-style-type: none"> <li>increase in number of campus users</li> <li>number of workstation sign-ins and access</li> <li>100% of campuses have plan</li> <li>"tech use" end-products</li> </ul>
2. Define / implement CAMPUS TECHNOLOGY ASSET MANAGEMENT system and process.	by Aug. 1999	<ul style="list-style-type: none"> <li>integrate into plan above (see #1)</li> <li>bar code inventory system</li> <li>uniform program process</li> <li>training for campus / depts.</li> </ul> <p>BUDGET: 7M local technology funds</p>	C. Walters	<ul style="list-style-type: none"> <li>MIS Technology Task Force</li> </ul>	<ul style="list-style-type: none"> <li>minimize asset loss</li> <li>assess asset utilization</li> <li>assist in migration plan and maintenance plan per campus or dept.</li> </ul>